

City of Fremont, California

**Notice of Municipal Code Violation 3-5700: Pet License Required**

Violation must be corrected for the pet the citation was issued for. **Important. Read carefully.** The person, property owner, or responsible cited for the violation shall **within 21 calendar days** of the issuance of this citation, either:

- 1) Pay the assessed penalty by mail to the address at the bottom of this notice, or
- 2) Submit a written explanation by mail to the address at the bottom of this notice and request a review of the citation by the processing center.
- 3) The person requesting an administrative hearing shall deposit the amount of the penalty with the citation processing center prior to receiving an administrative hearing.

**FAILURE TO ANSWER OR PAY PENALTY FOR OFFENSES (FMC Section 1-3112)**

Unless the person cited or property owner either pays the penalty or contests the citation **within 21 calendar days of the mailing of the notice of violation**, the person cited or property owner or responsible will be subject to the assessment of **a late fee of one hundred percent (100%)** of the total amount of the total penalty owed.

If the person cited, property owner or responsible, by mail, makes payment to the processing agency within 21 calendar days of the mailing of the notice of violation, the penalty shall consist of the amount of the original penalty without any additional fees or charges. Penalty may not be increased until 21 calendar days after date of mailing.

If the person cited, property owner or responsible fails to pay the penalty or respond to the citation processing agency, he or she may be subject to liens being placed against his or her property or assets, his or her wages may be garnished, and other steps may be taken to satisfy the judgment.

**REPEATED VIOLATIONS**

Each and every day a violation of any provision of the Municipal Code exists constitutes a separate and distinct offense. Each section of the Municipal Code violated constitutes a separate violation for any day at issue. Second citation within one year for violation of the same code shall be assessed a penalty at **two times** the penalty schedule amount. Third or subsequent citations within one year for violation of the same code section shall be assessed five times the penalty schedule amount up to \$1,000.

**Make checks payable to CITY OF FREMONT and mail payment to:**

City of Fremont Citation Processing Center  
P.O. Box 2730  
Huntington Beach, CA 92647-2730

PHONE  
1-800-989-2058  
[www.ticketwizard5000.com](http://www.ticketwizard5000.com)